

Agenda
JI Directors and Administrators Meeting
April 14-16
Silver Spring, MD

Wednesday, April 14, 2004

- 8:00-8:30 Registration and Breakfast
Silver Spring Metro Center Building (SSMC3) – 4th Floor, Room 4527
Get nametags - make cash payment for meals, coffee (“Registration Fee”)
- 8:30-9:00 **Plenary Meeting: SSMC3 – 4th Floor, Room 4527**
JI Directors and **Administrators**, NOAA OAR staff - brief self-introductions
- 9:00-9:15 Welcome by NOAA OAR (Koch)
- 9:15-9:45 Review Agenda and Goals for meeting (Weller, Reid, Cortinas)
- 9:45-10:30 General Description of JI Program and Overview of Current Issues (Cortinas)
- 10:30-10:45 *Break*
- 10:45-11:15 Edu. Outreach Opportunity: NOAA MSI Program (Porter)
- 11:15-12:00 General Counsel discussion of New Authority for NOAA JIs (Le Blanc)
- 12:00-1:30 *Lunch (on your own)*
- 1:30-3:30 Separate meetings:
- 1) **JI Directors** meet *without* NOAA OAR (**SSMC3 – 11836**)
- develop key issues for this meeting
 - develop key issues to be pursued over the next year, with attention to the big overarching issues
 - develop and prioritize specific areas to be targets for action by Gov Relations Staff
- 2) **JI Administrators** meet *with* NOAA OAR (**SSMC3 – 4527**)
- MASC issues (time line for amendments, impact of possible relocation)
 - GMD issues (electronic proposals)
 - Administrative Reviews
 - MOUs (how to amend)
 - General Council issues (use of Gov. vehicles by JI employees, review award conditions, project selection guidelines, supervisor issues)
- 3:30-4:00 *Break*
- 4:00-5:00 Matrix Programs and PPBES process (Glackin) (**All - SSMC3-4527**)
- 5:00-5:30 **JI Directors** and **Administrators** meet *without* NOAA OAR (**SSMC3 – 4527**)
- JI Directors to report to JI Administrators on results of their meeting
 - JI Administrators review issues and results of meeting with OAR
 - Further development of input for Gov Relations Staff

Thursday, April 15, 2004

- 8:00-8:30 Registration and Breakfast (**SSMC3 – 4527**)
Gov. Relations Staff get nametags, pay Registration Fee
- 8:30-9:30 **Plenary Meeting: SSMC3 – 4th Floor, Room 4527**
NOAA OAR Discuss General Issues and Budget Outlook (**SSMC3 – 4527**)
- 09:30-11:30 Separate Meetings (coffee available each room-break as needed):
- 1) **JI Directors** and **Gov Relations Staff** meet *without* NOAA OAR (**SSMC3 – 4527**)
 - JI Directors outline their priorities for action
 - JI Directors and Gov Relations Staff develop plans and strategies
 - 2) **JI Administrators** meet *with* NOAA OAR (**SSMC3 – 11836**)
 - Discuss any problems with award process
 - New Joint Institute procedures for funding
 - Annual Report guidelines
 - Task I Funding
- 11:30-12:00 Plenary with **JI Directors**, **Gov Relations**, **Administrators** and NOAA OAR (**SSMC3 – 4527**)
 - Review of discussions from Director's morning meeting
 - Review of directions for Gov Relations efforts
- 12:00-1:30 *Lunch (on your own) (Gov Relations to lunch together)*
- 1:30-3:30 Joint meeting and discussion with Rick Rosen (OAR Assistant Administrator) (**SSMC3 – 4527**)
 - Joint Institute Review Process and the SAB
 - NOAA Research Review and Involvement of Institutes
 - Possible OAR restructuring
- 3:30-3:45 *Break*
- 3:45-5:00 Separate Meetings:
- 1) **JI Directors** continue interaction with OAR (**SSMC3 – 11836**)
 - Meet with NOAA Matrix Team Leaders
 - Climate - Chet Koblinsky
 - Weather and Water – Jeff Kimpel
 - Ecosystems – Peter Ortner, Ron Baird
 - Involvement of Joint Institutes in NOAA Strategic Planning
 - 2) **JI Administrators** meet *without* OAR to share experience and “best practices” (**SSMC3 – 4527**)
 - Proposal submission process (e.g., JIMO website)
 - Program Development Costs
 - Administrative Review Preparation
- evening JI Directors meet to prepare preliminary summary of issues
- evening JI Administrators meet to prepare preliminary summary of issues

Friday, April 16, 2004

8:00-8:30 Breakfast (**SSMC3 – 4527**)

8:30-10:00 Separate Meetings:

- 1) **JI Directors** meet *without* NOAA OAR (**SSMC3 – 11836**)
 - complete action list
 - summarize issues
- 2) **JI Administrators** meet *with* NOAA OAR (**SSMC3 – 4527**)
 - Invitational travel
 - New 5-year Cooperative Agreements (time line for preparation, format, procedures)
 - Other Issues

10:00-10:15 *Break*

10:15-12:00 Separate Meetings:

- 1) **JI Directors** report back to NOAA OAR and discuss issues (**SSMC3 – 11836**)
- 2) **JI Administrators** meet *without* NOAA OAR (**SSMC3 – 4527**) to develop their action items

12:00-1:00 *Lunch (on your own)*

1:00-3:00 **JI Administrators** report back to NOAA OAR and discuss issues (**SSMC3 – 4527**)